



Little River Band of Ottawa Indians
Tribal Government
375 River Street
Manistee, MI 49660
(231) 723-8288

Title: Laboratory Technician Utilities Department

Summary

Responsible for scheduling of lab samples and maintaining records of results to include Quality Assurance requirements. Responsible for physical, chemical, and bacterial testing/analyzing of Surface Water, Ground Water, and Wastewater treatment processes.

Required Knowledge & Certification:

- ❑ Bachelor of Science Degree in Chemistry or Microbiology
- ❑ Valid driver's license through employment as needed and be insurable under organizational policy
- ❑ 3 years laboratory experience
- ❑ Pass applicable license exams for water distributions and waste water collection and treatment systems (Must be completed within 3 years of date of hire)

Preferred Knowledge & Certification:

- ❑ Class D Operator certification or equivalent
- ❑ Computer skills with SBR automated software
- ❑ S-4 Water Distribution or equivalent

Required Skills:

- ❑ Basic computer skills necessary with experience in word processing, databases, and spreadsheets
- ❑ Good organizational skills
- ❑ Good written and verbal communication skills
- ❑ Good interpersonal and teamwork skills
- ❑ Accurate and detail-oriented
- ❑ Good problem solving skills

Required Abilities:

- ❑ Ability to maintain high confidentiality
- ❑ Ability to independently manage multiple tasks in professional manner
- ❑ Ability to work independently with minimum supervision
- ❑ Ability to work cooperatively with all departments
- ❑ Ability to manage lab record keeping in accordance with the ASTM
- ❑ Ability to operate most office equipment (computer, fax, copier, etc)
- ❑ Ability to lift a minimum of 50 lbs.
- ❑ Ability to work safely with hazardous chemicals (Sulfuric acid, mixed reagents)
- ❑ Ability to follow policy and procedures

Salary: This is a Level 4 position (\$14.19 - \$22.93); Non-Exempt – Weekly– Weekly pay

Individuals, who are interested in the above position, please submit a resume and completed application to the Human Resource Department, at the address above. Questions should be directed to the Human Resource Department.

Tribal Preference will apply according to Tribal policies.

Conditions of employment with The Little River Band of Ottawa Indians Tribal Government include passing a pre-employment drug test, a background investigation, and successfully completing a 90-day probationary period. Candidates for this position will be required to have dependable transportation available to them without notice.

Posted 07/20/10
Remove 08/03/10